

FREDERICK COUNTY PLANNING COMMISSION
Minutes of Meeting for
Wednesday, May 26, 2021

Virtual Meeting

See video for further meeting details: <http://frederickcountymd.gov/5956/Video-Archives>

Members Present: Sharon Suarez, Chair; Sam Tressler, Vice-Chair; Craig Hicks, Secretary; Joel Rensberger, Carole Sepe.

Members Absent: Michael Sowell, Terry Bowie.

Staff Present: Mike Wilkins, Development Review Director; Kimberly Golden Brandt, Livable Frederick Director; Denis Superczynski, Livable Frederick Planning Manager; Amanda Whitmore, Livable Frederick Historic Preservation Planner; Steven Horn, Director Planning and Permitting Division; Pattie Wolfgang, Administrative Specialist; and Karen James, Administrative Specialist.

The meeting was called to order at 10:00 a.m.

1. PLEDGE OF ALLEGIANCE Mr. Hicks

2. ROLL CALL Ms. Suarez

3. MINUTES TO APPROVE

April 14, 2021 - Ms. Suarez asked if there were any changes or additions. Hearing none, minutes were approved by roll call.

4. PLANNING COMMISSION COMMENTS

Mr. Hicks asked to be assured there would be discussion opportunity, particularly with regard to the topics of annual reporting and historic preservation. Staff member Pattie Wolfgang, Administrative Specialist, was recognized by the Commissioners for her many years of service to the County and to the Planning Commission. The Commissioners offered her best wishes and much happiness in the future.

5. AGENCY COMMENTS / AGENDA BRIEFING

Mr. Wilkins continued with kind words for Ms. Wolfgang, who has 15 years with Frederick County Government. Mr. Wilkins announced that the next meeting will be held at 9:30 a.m. Wednesday, June 9, 2021. Currently there are 5 development review items.

6. MDP ANNUAL REPORTING REQUIREMENTS

Steve Horn, Division Director introduced guest Chuck Boyd, Director of Planning Coordination, Maryland Department of Planning. Kimberly Golden Brandt, Director, Livable Frederick, shared some of Mr. Boyd's history with the Division and many of its staff members. Mr. Boyd addressed questions regarding the annual report to the Maryland Department of Planning and meeting its responsibilities to the State

Legislature, as well as current statistics of county and municipality participation supplying annual reports and content of those reports. Planning Commission members were given an opportunity to ask questions of Mr. Boyd. Mr. Hicks said he has had concerns regarding the Planning Commission report for several years and recently learned of the worksheet used by staff to prepare the reports which cleared up why some things are included and some are not. Mr. Hicks said he felt there was a disconnect between what the Maryland Department of Planning is asking for in the worksheet and what the Land Use Article specifies. Mr. Boyd then responded, took additional questions and comments from Planning Commission members and offered the possibility of a workshop for the members.

7. LIVABLE FREDERICK UPDATE

- a) Ms. Brandt requested the adoption of the Calendar Year 2020 Annual Report to the Maryland Department of Planning.

Mr. Hicks said he felt that the report does not conform to the requirements of the Land Use Article and that without advice from the County attorney, he was not prepared to vote to adopt the report. The remaining members felt it was better to submit this report than no report at all.

Denis Superczynski, Livable Frederick Planning Manager, talked about prior year reports, the timelines and deadlines staff work with, and the importance of the content of the reports.

Following further discussion, at the recommendation of the Commission, Ms. Brandt agreed to add two items to the 2020 Annual Report to MDP, including, a list of Zoning Text Amendments (enacted only). Certain zoning text amendments considered by the Commission later in the year were enacted in 2021 and will be identified in the 2021 report, and a statement regarding MDP Long Form and Land Use Article reporting requirements.

Mr. Tressler motioned to adopt the annual report with amendment(s) as suggested. Mr. Rensberger second.

<u>Vote</u>	<u>4-1-2</u>
For:	4 - Rensberger, Suarez, Tressler, Sepe
Against:	1 - Hicks
Absent:	2 - Bowie, Sowell

- b) Ms. Brandt then introduced Amanda Whitmore, Livable Frederick Historic Preservation Planner, to the Planning Commission. Ms. Whitmore gave a presentation on historic preservation, her duties and responsibilities, and talked about the Historic Preservation Ordinance which became effective in January of 1998 and established the Frederick County Register of Historic Places. She also talked about future projects such as expanding the County Register, and identifying other cultural resources to survey and develop historic contexts for. She then answered questions posed by the commissioners. Specifically, Mr. Rensberger asked about the absence of guidelines for the Historic National

Road. Ms. Whitmore then explained they do exist and may be found on the County website. Grant programs were also discussed.

Lunch break – 11:55 a.m. Meeting resumed 12:45 p.m.

Members Present: Sharon Suarez, Chair; Sam Tressler, Vice-Chair; Craig Hicks, Secretary; Joel Rensberger, Carole Sepe

Members Absent: Michael Sowell, Terry Bowie


8. DISCUSSION TOPICS WORKSHOP

Planning Commission members reviewed an extensive list of discussion topics based on ranking of level of interest. Several topics were combined with others, and topics included presentations to the Planning Commission; addressing the traffic section of Staff Reports and the information provided in them including the methodology of traffic studies. Signage posting was also a topic for workshop, including posting upcoming hearings, how many signs are needed and ways to improve visibility. Community meetings were discussed.

Motion to adjourn by Sam Tressler, second by Craig Hicks.

Vote	5-0-2
For:	5 - Rensberger, Suarez, Tressler, Sepe, Hicks
Against:	0
Absent:	2 - Bowie, Sowell

Meeting adjourned at 1:40 p.m.
Respectfully Submitted,


Samuel Tressler, Vice Chair

7/14/21
Date